

**U.S. DEPARTMENT OF COMMERCE**  
**National Institute of Standards and Technology**  
**Plan for Balanced Membership of the**  
**Advisory Committee on Earthquake Hazards Reduction**

- (1) **Name.** Advisory Committee on Earthquake Hazards Reduction (ACEHR or Committee)
- (2) **Authority.** Section 103 of the National Earthquake Hazards Reduction Program Reauthorization Act of 2004 (P. L. 108-360).
- (3) **Mission/Function.** The function of the ACEHR is to act in the public interest to assess: trends and developments in the science and engineering of earthquake hazards reduction; effectiveness of the National Earthquake Hazards Reduction Program (NEHRP or Program) in carrying out the activities under Section 103(a)(2) of the Act; the need to revise the Program; and, the management, coordination, implementation, and activities of the Program. In addition, the Committee shall report to the Director of the National Institute of Standards and Technology (NIST) at least once every two years on its findings of the assessment, and its recommendations for ways to improve the Program. In developing recommendations, the Committee shall consider the recommendations of the United States Geological Survey (USGS) Scientific Earthquake Studies Advisory Committee (SESAC).
- (4) **Points of View.** As outlined in the charter, the Committee shall consist of not fewer than 11, nor more than 17 members. The Chairperson of the USGS SESAC shall serve as an *ex-officio* member of the Committee. To ensure adequate consideration of the many relevant perspectives and stakeholders, the NIST Director will seek to appoint ACEHR members who represent the wide diversity of technical disciplines, competencies, and communities involved in earthquake hazards reduction. Given ACEHR's primary focus on earthquake hazards reduction, members are expected to be drawn from industry and other communities having an interest in the NEHRP, such as, but not limited to, research and academic institutions, industry standards development organizations, state and local government, and financial communities, who are imminently qualified to provide advice on earthquake hazards reduction.

Members shall serve as Special Government Employees (SGE). Members serve at the discretion of the NIST Director.

- (5) **Other Balance Factors.** Members are selected on the basis of established records of distinguished service in their professional community and their knowledge of issues affecting the Program. Members shall reflect the wide diversity of technical disciplines, competencies, and communities involved in earthquake hazards reduction. Members will be drawn from industry and other communities having an interest in the Program, such as, but not limited to, research and academic institutions, industry standards development organizations, state and local government, and financial communities, who are qualified to provide advice on earthquake hazards reduction and represent all related scientific, architectural, and engineering disciplines.

**(6) Candidate Identification Process.** NIST uses a nomination process to identify candidates for the ACEHR. Nominations are solicited through an annual Federal Register Notice, a website notice, outreach to industry associations, and meetings with stakeholders to ensure that it has a qualified and diverse pool of applicants. In addition to these efforts to ensure diversity on the ACEHR, NIST always consults with its NEHRP partner agencies before naming potential ACEHR members. Candidates may be nominated by their peers or may self-nominate. NIST requests that the nomination include a resume or biographical sketch for the individual which specifically identified the expertise of the individual being nominated. Candidates are grouped by their area of expertise. Within each expertise group, a list of highly qualified candidates is developed and prioritized based upon a review of the candidates' qualifications by the NEHRP Program Coordination Working Group, the NEHRP Director, and the NIST Engineering Laboratory (EL) Director. Qualifications considered include: scientific and technical expertise in selected areas, professional experience, and stature. From the list of highly qualified candidates, the NIST EL Director selects one or more candidates for further consideration to fill vacancies on the committee. These candidates are contacted to ascertain their willingness and ability to serve if selected. From this, the NIST EL Director recommends the list of nominees to the NIST Director who makes the final decision for appointment.

The Director of NIST shall appoint the Chairperson and the Vice Chairperson from among the members of the Committee. The Chairperson and Vice Chairperson's tenure shall be at the discretion of the Director of NIST. The Vice Chairperson shall perform the duties of the Chairperson in his or her absence. In case a vacancy occurs in the position of the Chairperson or Vice Chairperson, the NIST Director will select a member to fill such vacancy. The Vice Chairperson will succeed the Chairperson when the Chairperson is no longer serving in that position. The term of office of each member of the Committee shall be three years, except that vacancy appointments shall be for the remainder of the unexpired term of the vacancy and that members shall have staggered terms such that the Committee will have approximately one-third new or reappointed members each year. Any person who has completed two consecutive full terms of service on the Committee shall be ineligible for appointment for a third term during the two year period following the expiration of the second term.

**(7) Subcommittee Balance.** NIST may establish subcommittees of the ACEHR members as may be necessary, subject to the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App., the FACA implementing regulations, and applicable Department of Commerce guidance. Subcommittees must report back to the parent committee and will not provide advice or work products directly to NIST.

**(8) Other.** N/A

**(9) Date Prepared/Updated.** February 2016